

WRC STAFF ACTIVITY HIGHLIGHTS

This summary highlights staff activity during the month of AUGUST 2026

The lead staff person is listed in parentheses by each programmatic area heading.

Brownfields Redevelopment *(Susan Westa)*

- Brownfields Committee – Hosted meeting and approved one new project, Saxtons River Fire Station site. Bob Stevens presented refinancing options for the Putnam Block and the Committee approved new terms.
- 81 Royal Rd., Brattleboro – Working with Groundworks representatives to move project forward.
- Saxtons River Fire Station – Initiated Phase I but then applicant decided not to move forward.
- Putnam Block – Working on refinancing options with M&S Development. Call with EPA about to confirm what's allowed.
- RLF Closeout - Began gathering information for final report. Updating and correcting ACRES for closeout.
- EPA Assessment Grant – Debrief about 2026 grant application with Amanda Van, WRC's Project Officer. Also, talked about RLF Closeout.
- UCONN TAB (Technical Assistance to Brownfields) - Call about fall brownfields service-learning project. Students will develop parts of an assessment application using WRC Coalition Grant projects.

Community Development *(Susan Westa)*

- SEVT Housing Coalition – Call with Patty Eisenhauer, Londonderry Housing Commission.
- Southeastern VT Economic Development Strategies (SEVEDS) – Attended monthly board meeting.

Emergency & Resiliency Planning *(Liana Rice)*

- Attended a Certified Floodplain Manager (CFM) Webinar and began related training courses.
- Attended VT VOAD (Voluntary Organizations Active in Disaster) Lunch & Learn Event about rebuilding organizations after a flood.
- Attended an Understanding FEMA Maps webinar hosted by the Massachusetts Department of Conservation and Recreation.
- Attended The Venn Diagram Between Hazard Mitigation Plans and Comprehensive Plans webinar presented by the Maryland Dept. of Planning.
- Met with VT Emergency Management (VEM) staff to discuss upcoming funding cycles, projects in the region and strengthening collaboration between VEM and WRC.
- Attended monthly VEM and RPC meeting.

Energy *(Mike McConnell)*

- Attended Monthly Energy Planners Meeting.
- Attended Bi-weekly Building and General Services (BGS) Municipal Energy Resilience Program (MERP) Meeting.
- Continue to work with towns on implementing MERP Assessment recommendations.
 - Wardsboro Project Management
 - Bellows Falls Solar proposals
 - Halifax Project Management

- Grafton Project Management
- Completed MERP reporting, including Mini Grant.

GIS/Mapping (*Jeff Nugent & Lisa Donnelly*)

- Information to Readsboro water/sewer operator, re: mapping of infrastructure and WRC online maps.
- VT Culverts: information to Bennington County Regional Commission (BCRC); culvert numbering question from Grafton; tri-annual backup of all data.
- Attended meeting in Guilford to discuss highway crew hiring and retention.
- Met with Matt and member of the Rockingham Planning Commission to discuss updates to their zoning GIS data.
- Finalized Windham culvert atlas, and spreadsheet listing characteristics of all highway and driveway culverts, and emailed to town.
- Regional Plan: met with WRC staff to discuss additions to our environmental justice analysis; assembled base GIS data and began looking at flooding, erosion, health care, and transportation.
- Reviewed new statewide trails data layer and reported issues to Vermont Trails and Greenways Council trails committee.
- Brattleboro sidewalk data: met with town DPW engineering tech and began edits to convert their data to Vtrans's statewide sidewalk data format.
- Assisted town of Stratton in looking at survey map of town forest and the location of a new parking lot vs. US Forest Service ROW.
- Participated in monthly Vermont Trails and Greenways Council board meeting and membership committee meetings.
- Grants in Aid:
 - Pre-construction site visit, maps, and site summary for Dover and Rockingham.
 - Post-construction site visit and photographs for Athens, Brookline, and Wilmington.
 - Met with Jim Linville and Sanderson Excavating LLC in Weston to go over GIA project site and make changes, updated maps and site summary.
- Road erosion and culvert inventory updates: continued work in Weston and Wilmington.
- Grafton Outdoor Alliance: continued to work on trails and points of interest map; status and next steps sent to town.
- Created an instruction sheet for QField, an alternative to Avenza Maps for viewing GeoPDFs and GeoTIFFs.
- Winhall: updates to their culvert and Municipal Roads General Permit status maps; mailed paper copies to town; info to town on next steps regarding updates to both inventories, and on using a tablet for this work.
- Conversation with Municipal Roads General Permit (MRGP) coordinator re: next steps for road erosion inventories.
- Created new maps of Windham County, and added a page to our website to host these maps.
- Updated draft Whitingham town plan future land use map.
- West River Trail: analysis of user count data from 2026.
- Continued work on road centerline edits in Whitingham
- Finalized surface water edits for Wilmington and started work on Halifax.
- Bicycle counts: set out a bicycle counter on a trail in Dover, pulled bike count data from two of the Westminster traffic counts on roads and processed.

- Traffic counts: picked up traffic counters in Westminster and Dummerston; set up counters in Newfane and Putney; processed Westminster and Dummerston traffic count data and created summary sheets; finalized Wilmington Transfer Station traffic count memo.
- Pedestrian counts: picked up pedestrian counters on multi-use trails in Dover; set out counters on trails in Dover and Marlboro; processed pedestrian count data for multi-use trails in Dover and updated summary sheets.
- Collected bike parking data in Brattleboro for August.

Municipal Planning Assistance (*Matt Bachler & Mike McConnell*)

- Weston Zoning Bylaw Amendments: Met with Planning Commission to plan for public kick off meeting in September. Review preliminary community survey results.
- Dover Zoning Bylaw Amendments: Met with Planning Commission to review draft revisions to general regulations and specific use standards sections of zoning bylaws. Began compiling final draft of complete zoning bylaw update.
- Responded to questions from towns about Municipal Planning Grant program and began working on several applications.
- Worked on updates to the Rockingham Enhanced Energy Plan based on input from the Planning Commission and Zoning Administrator.
- Scheduled public hearing for request from the Town of Jamaica for approval of Jamaica Town Plan and Enhanced Energy Plan.
- Margo worked on the full draft of the Whitingham Town Plan and met with the Whitingham Planning Commission to discuss the draft.
- Replied to technical questions from towns regarding zoning bylaws and town plans.
- Wilmington Town Plan – Sue prepared reports for Town Plan distribution, made additional edits and sent reports and final draft of plan to town.

Natural Resources & Water Quality (*Margo Ghia*)

- Provided a Letter of Support for Connecticut River Conservancy's grant application for a Rural Arts Project proposal in Londonderry.
- Began coordinating with staff at Vermont Department of Environmental Conservation regarding Stormwater Master Plans for new towns.
- For the Imtec Lane Stormwater project, provided feedback and updates needed for the survey of Imtec Lane properties and continued communications with Stone Environmental and the Town regarding landowner outreach.
- Participated in the Connecticut River Joint Commission Executive Committee meeting.
- Worked with Townshend Planning Commission regarding flood bylaws, incorporating DEC comments into the bylaws, communicating with the Planning Commission regarding next steps and available resources, and submitting the draft bylaws to the State for checklist review.
- Coordinated Weston CDBG-DR activities, including scheduling a dry hydrant site visit, meeting with ACCD regarding development of an RFP for design engineering, and coordinating project needs.
- Worked with the Connecticut River Conservancy regarding Weston CDBG-DR funding decisions and a potential private funder providing a portion of the town's required match.
- Developed a presentation for the Berkshire Wildlife Linkage regarding the West River Collaboration and attended the Berkshire Wildlife Linkage summer meeting.
- Met with BDCC and the Town of Rockingham regarding the BDCC low-interest loan in connection with the Imtec Lane project. Reviewed Chroma's draft MOU with BFADC and forwarded it to the Town of Rockingham's attorney for review.

- Entered the Searsburg Sleepy Hollow culvert removal into the Clean Water Projects Database for potential future funding opportunities and communicated with Department of Environmental Conservation regarding design requirements needed to make the project eligible for water quality grants.
- Continued coordination regarding Deerfield Wild & Scenic mapping needs and communications with Jeff.

Project Review (*Liana Rice*)

- Met with Project Review Committee (PRC) Chair, Jim Pinkerton to put together an agenda for the September PRC meeting.
- Met with Stephanie Gile, District 2 Coordinator, to review major (minor) permit #2W1394 to best prepare for the upcoming PRC meeting, site visit, and hearing (September 16th)
- Communicated with Jeannette Tokarz, chair of Guilford Planning Commission to help clarify the purpose of the PRC and better understand the town perspective of application #2W1394. Responded to questions the town had regarding this permit.
- Communicated with applicant of Permit #2W1394 to inform them of the upcoming PRC meeting.

Regional Plan Update (*Matt Bachler*)

- Reviewed comments from Land Use Review Board on draft Regional Plan Update and began making necessary revisions to the plan.
- Communicated with towns about possible revisions to regional future land use map based on Land Use Review Board comments.
- Held public hearing on first draft of Regional Plan update on August 18th. Scheduled second and final hearing on first draft for September 21st.
- Worked on memo to Land Use Review Board on questions regarding comments on draft regional future land use map.

Transportation (*Colin Bratton*)

- Conducted the Windham 121 Culvert Replacement Project Substantial Completion site visit.
- Reviewed and corrected Windham 121 Culvert invoices, met with the Town Treasurer regarding payment, and submitted a VTrans reimbursement on behalf of the town.
- Coordinated with DuBois & King regarding the new design contract for the Newfane Salt Shed. The project review team evaluated the design proposal and prepared a recommendation for the Selectboard.
- Matt continued to coordinate between the Town of Londonderry, GPI, HTA, and contractor for the Londonderry Spring Hill Road culvert replacement project. The new culvert will be installed in September.

Other

- Margo and Liana continue to work on trainings towards becoming Certified Floodplain Managers.
- Chris facilitated the inaugural meeting of the Windham County Law Enforcement Governance Council.
- Chris is the Co-Chair of the Vermont National Flood Insurance Program Study Committee.